

CHAPTER 9: TELECOMMUNICATIONS

- A. **Auxiliary Communications System.** The Auxiliary communications system consists of Auxiliary fixed land, land mobile, and radio direction finding (RDF) stations owned by Auxiliarists or Auxiliary units which the director accepts as radio facilities. The system also includes those boats and aircraft that have radios. Auxiliarists may not use any single radio for more than one facility. A radio facility is operational if it passes the facility inspection, the owner offers it for use, and the director accepts the facility.

1. Definitions.

- a. A **fixed land radio** facility is radio equipment which an Auxiliarist permanently operates at a fixed location (home, garage, office, etc.) and includes a building or trailer which exclusively houses such equipment. It may or may not have direction finding (RDF) capabilities. A **transportable station** is a type of fixed land radio facility which can be transported to various locations but is not used while moving.
- b. A **land mobile radio** facility is radio equipment which an Auxiliarist can operate while in motion (e.g., in a vehicle, walking, etc.). It may be installed in a vehicle or just be hand carried. This equipment includes regular marine radios and those types of portable radios known as handi-talkies, walkie-talkies, H/Ts, COMCOs, etc. It may or may not have direction finding (RDF) capabilities.
- c. Radios on boat and aircraft facilities, equipped to operate on designated Coast Guard frequencies, with or without direction finding (RDF) capabilities, are *not facilities in themselves*. These radios are simply functional equipment installed on board the facility. Therefore, directors must not count this equipment as a radio facility.
- d. **VHF-FM RDF** facilities are those facilities with passive direction finding capability, separate and independent of any other facility, and where land line or other non-marine communications are available. Units meeting the accuracy, range, and scope of direction finding requirements of paragraph B.1.e are eligible for facility status.
- e. **Portable Radios** are radios which an Auxiliarist can hand carry and operate by means of a self-contained antenna and power source.

2. **Purpose.** The following are the primary purposes of the Auxiliary communications system, in order of precedence:
 - a. Coordinating authorized Auxiliary activities in support of Coast Guard operations.
 - b. Augmenting the Coast Guard communications system, when required.
 - c. Communicating urgent matters of official Auxiliary business.
 - d. Training.

3. **Control.**

- a. The district commander is responsible for control of the Coast Guard Auxiliary communications system. This includes such activities as training and drills. Auxiliary radio facilities may use certain frequencies designated by the district commander for specific authorized Auxiliary activities. These activities include regattas, coordinated CME efforts, patrols, drills, training, and administration.
- b. Auxiliarists must conduct operations on Coast Guard frequencies per current instructions.
- c. Coast Guard and Auxiliary communications plans may include frequency assignments and Auxiliary call signs. If not, then they must reference publications that contain such data.
- d. Each Auxiliary district must conduct communications drills, at least quarterly. Operators of radio facilities must conduct these drills using the guidelines issued by the Coast Guard district telecommunications branch.
- e. District commanders may authorize the use of the Federal Telecommunications Systems (FTS) and local Coast Guard landline voice and data systems for relay of official Auxiliary administrative messages. District commanders may also issue FTS 2000 calling cards to selected Auxiliarists to relay official Auxiliary communications.

B. Radio Facilities.

1. **Government Station.** Any radio station or VHF-FM radio direction finding station, while assigned to Coast Guard duty, is a Coast Guard radio station and a "government station" within the meaning of 14 U.S.C. 829. To operate as a government station, the director must accept an

Auxiliary radio station for use as a radio facility or the radio equipment must be on board a surface or aircraft facility.

- a. Auxiliarists who meet the owner/operator requirements set forth in paragraph B.4 may operate Auxiliary radio facilities on government frequencies. Other Auxiliarists under the direct supervision of the owner/operator may also operate these facilities without meeting the requirements of paragraph B.4. Compliance with regulations and procedures is the responsibility of the facility owner.
- b. When under orders, the operators of radio equipped boats and aircraft may operate on assigned government frequencies. All boat and aircraft facilities must be VHF-FM equipped. The district commander may grant a facility a waiver but only on a case by case basis.
- c. Auxiliarists may only use the frequency designated by the appropriate district commander as their local working frequency.
- d. Paragraph I lists additional frequencies available for Auxiliary use when required and authorized by the appropriate district commander.
- e. Directors may accept VHF-FM RDF stations as facilities if they meet the following criteria.
 - (1) Antenna height must provide a minimum range of 10 nautical miles.
 - (2) The arc of unobstructed direction finding must be a minimum of 130 degrees with no reflected signals noted. The operator must orient the station to cover the anticipated area of transmissions.
 - (3) Demonstrated bearing error does not exceed plus or minus 5 degrees within the service arc.
 - (4) The Auxiliarist locates the station close to assigned patrol areas. The station must also provide accurate DF support to operational facilities working in the patrol area.
 - (5) Station must have land line or non-marine communications capability, such as 143.28 MHz, to relay lines of position (LOPs) and fixes. Operators may not pass LOPs and fixes on VHF-FM marine channels unless specifically requested by a unit commander.

- (6) Two or more stations operating together to form a network must appoint one station as the plot station. Each station in the net must provide the plot station with their geographical coordinates. The plot station will receive LOPs, plot positions, and report the fix coordinates to the unit commander. The plot station must give the Coast Guard unit handling the case all LOPs, a fix if available, and other information as soon as possible.
- (7) The owner must show all radio station equipment on their offer for use form, CG-2736A. This requirement includes non-marine radios which operate on an authorized Auxiliary frequency, such as 143.28 MHz. Acceptance by the director of the RDF station will also authorize use of the supporting radio. The support radio is not a radio facility, but Auxiliarists must operate it under current Coast Guard procedures.

f. Auxiliary radio facilities may operate according to Coast Guard policy and only on the frequencies listed in paragraph I. Operations on these frequencies is subject to the conditions noted and the net control of Coast Guard commands in the operating area. In addition, Auxiliarists may operate:

- (1) On frequencies specifically authorized by Commandant (G-SCT) (See paragraph B.1.g).
- (2) On any frequency required to maintain valid SAR communications for the incident's duration.

NOTE: Use of any other frequency by Auxiliary radio facilities is prohibited.

g. Fixed land Auxiliary radio facilities which need authority to operate on radio frequencies not presently authorized for that station must receive frequency assignments from Commandant (G-SCT). Auxiliarists must send authorization requests via their District Communications Officer (DSO-CM) to the National Operations Department, Telecommunications Division Chief (DVC-OT). The DVC-OT must coordinate and forward the request to Commandant (G-SCT) via the cognizant director and district telecommunications staff. See paragraph P for the specific information required. Facilities requesting authorization for new frequencies may not use any of the new frequencies contained in the request until Commandant (G-SCT) grants approval. Those fixed land stations which require authorization for new frequencies are only required to obtain authorization one time. The authorization remains valid until any change in

facility characteristics reported as part of the original request is made (that is, frequencies, location, antenna, call sign, etc.). Then another request is necessary.

- h. Auxiliarists may only activate Auxiliary fixed land, land mobile, and direction finding facilities under one or more of the following conditions:

- (1) For a mission ordered or scheduled by the Coast Guard.
- (2) When necessary to handle valid DISTRESS traffic.
- (3) While conducting technical tests to determine a facilities capability (for example, facility inspection).
- (4) When necessary to contact a Coast Guard unit to determine if Auxiliary help is required.

NOTE: Use of radio facilities without proper authority may affect the protection and benefits afforded to those Auxiliarists properly assigned to Coast Guard duty.

NOTE: Use of land mobile radios or direction finding stations from either a motor vehicle or mobile trailer require proper authority (i.e., Coast Guard orders).

2. **Portable Radios.** A director may certify a portable radio as the primary radio aboard a facility (operational or special purpose) if that director determines a portable radio is appropriate for the facility's missions. One facility, operating in confined waters, may only require a portable radio while another, operating off-shore, may require a larger radio (i.e., 25 watts) and a permanently installed boat antenna. Also, the director may require additional antenna, power, or other capabilities to augment the performance of a basic portable radio.
3. **FCC License.** An Auxiliary facility does not require a Federal Communications Commission (FCC) license when operating on orders or when performing a mission directed by or scheduled by the Coast Guard. However, most Auxiliarists use their facilities for non-government (e.g., for recreation) and government (e.g., on orders) purposes. For that reason, Auxiliarists must have an FCC license if required by FCC (e.g., for foreign port visits) for the appropriate facility inspection. If Auxiliarists use a specific facility exclusively for government purposes, the director may issue a waiver of the facility inspection requirement to have an FCC license for those facilities required by FCC regulation to have a license, upon request by the facility owner. Auxiliarists who use fixed land and land mobile

facilities per this manual are considered government stations and, therefore, do not require FCC licenses.

- a. License applications by Auxiliarists must not refer to any Auxiliary affiliation or equipment use for official government business.
 - b. Auxiliarists must route all communications with the FCC about Auxiliary communication matters via the appropriate chain of command to Commandant (G-SCT). Auxiliarists are not to communicate directly with the FCC regarding official Auxiliary business.
4. **Owner Or Operator.** Auxiliarists owning or operating an Auxiliary communications facility must have the following training:
- a. Auxiliarists owning or operating fixed land, land mobile, or RDF facilities must complete the Auxiliary Communications Specialty Course (AUXCOM). Auxiliarists must also take any other training required by the district commander.
 - b. Auxiliarists operating radios on boats, aircraft, or special purpose facilities must have the appropriate boat or air crew qualifications or Auxiliarists must complete the AUXCOM and any other training required by the district commander.
 - c. Auxiliarists standing communications watches at a Coast Guard unit must be at least Basically Qualified (BQ) or must complete New Member Indoctrination and Entry Training and meet the qualification requirements set by that unit.
5. **Auxiliary Unit Owned Radio Station.** Auxiliary unit owned radio stations must adhere to the requirements in this chapter. This requirement includes being inspected, being offered for use (and accepted by the director), adhering to all operator requirements, and displaying the facility decal. The required documents (e.g., CG-2736A) shall be signed on the unit's behalf by the Auxiliary unit commander owning the radio station. Auxiliary units are also authorized to own non-mobile trailers which exclusively house the radio station. The information pertaining to the trailer will be provided on the CG-2736A in the "Description of Station Location" block. The provisions of this paragraph do not apply to radio stations owned by corporations, whether controlled by Auxiliarists or not. Auxiliary unit owned radio stations:
- a. May only be used for authorized Coast Guard Auxiliary missions, including training, per the provisions of

paragraph B.1.h.

- b. Must meet and be granted facility status per this chapter to ensure continued liability protection. This requirement is most important for units which own non-mobile trailers as part of the radio station.
 - c. Which are housed in non-mobile trailers owned by Auxiliary units, are on call and subject to activation at all times throughout the year by the order issuing authority. The operational parameters including method of activation and call up of Auxiliary watchstanders should be the subject of an MOU or OPORDER.
6. **Equipment.** For a fixed land, land mobile, or direction finding radio station to qualify for facility status, it must meet all facility, frequency, and inspection requirements. The radio station must also have a FCC type accepted/type approved transmitter. Receive only RDF stations are exempt from the transmitter type requirement. Stations operating on authorized frequencies outside the VHF marine band (for example, repeaters) must also be type accepted/type approved. However, these stations do not have to contain the required frequencies identified in paragraph I.

C. Radio Call Signs.

1. **Authorization.** All Auxiliary facilities must use Auxiliary radio call signs when:
- a. Conducting SAR, emergency, or routine patrol communications.
 - b. Conducting official Coast Guard business on appropriate Coast Guard assigned frequencies. This requirement includes official Auxiliary business such as the coordination of training exercises, CME stations, and operational training.

NOTE: Auxiliarists must never use an FCC call sign with an Auxiliary call sign. Written orders are not required in order to use Auxiliary call signs.

2. **Designations.** Auxiliary facilities will use the radio designation for the situations listed below:

- a. For an Auxiliary fixed land facility co-located with an active duty Coast Guard radio facility use:
"Coast Guard (active duty unit name) Auxiliary radio."

EXAMPLE: "Coast Guard Miami Auxiliary Radio."

- b. For an Auxiliary fixed land facility use: "Coast Guard Auxiliary (name of geographical location of station) radio."

EXAMPLE: "Coast Guard Auxiliary Lake Powell Radio."

Also, Auxiliarists may not use the name of an existing Coast Guard unit unless co-located as described above. If two or more fixed land stations exist within the same geographical area, the director must assign each station a call sign using their subdivision, street, or local area name or simply using a unique number for each.

EXAMPLE: "Coast Guard Auxiliary Lake Powell Radio 3."

NOTE: In lieu of the above, fixed land facilities, if so equipped, may request from their district the assignment of an international call sign (e.g., NMW73) for use only on 2-30 MHz SSB frequencies.

- c. For an Auxiliary land mobile facility use: "Coast Guard Auxiliary (flotilla geographical name from charter) mobile number ____" or a district approved land mobile numbering system such as "U.S. Coast Guard Auxiliary mobile 1353." Here 13 would be the division number, 5 the flotilla number, and 3 the number of the unit in the flotilla. The Auxiliary may not use the name of an existing Coast Guard radio equipped unit.
- d. For an Auxiliary aircraft facility use: "Coast Guard Auxiliary aircraft (aircraft identification number)."
- e. For an Auxiliary surface facility use: "Coast Guard Auxiliary Vessel (number)." **All Auxiliary surface facilities must use a district approved number call sign.** For example, a six number call sign where the first two digits are the boat's length in feet, the third digit shows the type of propulsion, and the last three digits are in sequence with the acceptance of the facilities for use. Another example is the five number system where the first two digits are the length in feet and the last three digits are the last three digits from the boat's registration or documentation number.

NOTE: Authorized short term events (e.g., CME stations, conferences, training exercises, etc.) may use temporary call signs to facilitate operations. The event coordinator may assign the call signs but may assign only those call signs (e.g., NACO, DCP, DOCK MASTER, CONTROL, etc.) which would not be confused with district approved call signs.

D. Administration.

1. **Coast Guard.**

a. The director must, under the guidelines set by the Coast Guard district telecommunications staff:

- (1) Coordinate general supervision over Auxiliary communications.
- (2) Approve potential fixed land, land mobile, or RDF station owners for membership in the Auxiliary.
- (3) Accept or reject radio facility inspections.
- (4) Approve communications drill schedules.
- (5) Encourage Auxiliary communications system development to the maximum level of effectiveness.
- (6) Keep a current listing of available Auxiliary communications facilities.
- (7) Promulgate the approved radio call sign numbering system.

b. The Coast Guard district telecommunications branch chief must coordinate with the director the use or distribution of Coast Guard supplied radio equipment to Auxiliarists.

2. **Decal Display.** Auxiliarists may display the miniature decal and wreath on the exterior or interior of the building in which the communications equipment is housed. Auxiliarists may also display the decal on any legal place on a motor vehicle or on the radio itself. Radio facilities must not use the large size decal and wreath.

E. Required Radiotelephone Communications. Auxiliary surface facilities must follow the provisions of the Bridge to Bridge Radiotelephone Act as implemented by 33 CFR Part 26, unless exempted therein. Also, Auxiliary surface facilities must follow the applicable provisions of any mandatory Vessel Traffic Services.

F. Citizens Band (CB) Radio. The Coast Guard once participated to a limited extent in the use of CB radio at search and rescue stations. In 1989, the Coast Guard removed all requirements for monitoring or supporting CB radios.

1. Although the Coast Guard prefers the Auxiliary to use authorized marine frequencies, Auxiliary facilities may use CB equipment to communicate with boats when no other

method is available.

2. Auxiliarists using CB equipment must use Auxiliary call signs and proper radiotelephone procedures. Auxiliarists may not use the "10" code or CB slang.
3. CB radio equipment does not satisfy the requirements for radio facility status.

G. Radio Logs.

1. The operator of all boat, aircraft, and radio facilities must maintain radio logs and formal message logs. All facilities except those in the following list must make log entries:
 - a. Boats under 65 feet in length;
 - b. Aircraft, and;
 - c. Vehicles with land mobile radio facilities aboard.
2. The above exceptions apply only when operating for a Coast Guard or Auxiliary shore unit. Facilities not under the direct control of a Coast Guard station or Auxiliary fixed land facility must make log entries. Where possible operators of boats and aircraft must set up and maintain a fixed shore-side radio guard. These facilities are better equipped to maintain accurate radio logs.
3. Auxiliarists must make radio logs available to appropriate authority upon request.
4. Auxiliarists must maintain radio logs for one year except when distress traffic is recorded. When distress traffic is recorded, the retention period is three years. When a radio log contains information pertinent to an investigation or claim, the retention period may be longer.
5. Auxiliarists must not allow the act of keeping a radio log to interfere with the safe operation of the facility. If completing a log entry during an event could create an unsafe situation or is impractical (as in the case of a land mobile handheld facility), the Auxiliarist may defer the log entry until the event is over. The Auxiliarist will then make log entries from memory. The use of an audio cassette recorder is helpful.

- #### H. Computers.
- Auxiliarists may apply computers in Auxiliary operations and communications where possible (including administrative communications). Computers are effective for such activities as SAR planning and the transmission of

"electronic mail" through bulletin boards. The telecommunications division of the national staff's operations department (DVC-OT) is the focal point to coordinate efforts to expand Auxiliary computer use in the operational area.

- I. **Authorized/Required Frequencies.** The following list of frequencies contains the frequencies authorized for Auxiliary use and those required to operate. Auxiliary radios or Auxiliarists may use the authorized frequencies for official use. However, Auxiliary radios must contain the required frequencies.

AUTHORIZED FREQUENCIES

PURPOSE	FREQUENCY	MODE	MAX POWER
VHF-FM CG Working	Channel 21A (157.050 MHz)	FM	25W
	Channel 23A (157.150 MHz)	FM	25W
	Channel 81A (157.075 MHz)	FM	25W
	Channel 83A (157.175 MHz)	FM	25W
Coast Guard Liaison/Working	Channel 22A (157.100 MHz)	FM	25W
	2671.4 (2670) KHz	SSB	100W
HF-AM/DSB CG Auxiliary Working	27.980 MHz	AM	5W
Distress, Safety, Calling Alternate Channel -	Channel 16 (156.800 MHz)	FM	25W
	2183.4 (2182) KHz	SSB	100W
	Channel 09 (156.450 MHz)	FM	25W
Intership Safety or SAR Ship to Aircraft	Channel 06 (156.300 MHz)	FM	25W
2 - 4 MHz District Working	(As Appropriate Only)	SSB	100W
CG Aeronautical Working	121.5 MHz (distress)	AM	10W
	122.9 MHz (SAR training)	AM	10W
	123.1 MHz (SAR)	AM	10W
Non-Marine Working	143.280 MHz	AM/FM	25W
Aircraft HF	3121.4 (3120) KHz (rotary wing)	SSB	400W
	3124.4 (3123) KHz	SSB	400W
	5693.4 (5692) KHz (primary) (rotary)	SSB	400W
	5697.4 (5696) KHz (primary)	SSB	400W
	8981.4 (8980) KHz (rotary wing)	SSB	400W
	8985.4 (8984) KHz	SSB	400W
UHF air to air, air to ground	381.7 MHz (air/surface)	AM	30W
	381.8 MHz (air/surface)	AM	30W
	383.9 MHz (air/surface)	AM	30W
Datum marker buoys	240.6 MHz		
	242.65 MHz		
	275.1 MHz		
	156.75 MHz (Ch 15)		

REQUIRED FREQUENCIES

FREQUENCY	LAND	AIR/SURFACE	REMARKS:
			See next page numbered notes.
Ch 21A (157.050 MHz)	x	x	Notes 1, 2.
Ch 23A (157.150 MHz)	x	x	Notes 1, 2.
Ch 81A (157.075 MHz)	x	x	Notes 1, 2.
Ch 83A (157.175 MHz)	x	x	Notes 1, 2, 3.

27.980 MHz (AM)			Note 4.

Ch 22A (157.100 MHz)	x	x	Government to non-government liaison frequencies
2671.4 (2670) KHz			

Ch 16 (156.800 MHz)	x	x	Notes 2, 5.
2183.4 (2182) KHz			Note 5.

Ch 06 (156.300 MHz)	Note 6.	x	Note 7.

2 - 4 MHz			Assigned by districts.

121.5 MHz		x	Notes 8, 10.
122.9 MHz		x	Notes 8, 10.
123.1 MHz		x	Notes 8, 10.

143.280 MHz			

3121.4 (3120) KHz			Notes 9, 10.
3124.4 (3123) KHz			"
5693.4 (5692) KHz (primary)			"
5697.4 (5696) KHz (primary)			"
8981.4 (8980) KHz			"
8985.4 (8984) KHz			"

381.8 MHz			Note 10.

240.6 MHz			Most frequently used datum marker buoy frequencies.
242.65 MHz			
275.1 MHz			
156.750 MHz (Ch 15)			

Notes on authorized frequencies:

NOTE 1: Auxiliarists need only the appropriate group/district VHF-FM working frequencies for the operation area. The director, with the approval of the appropriate district chief of telecommunications, may also authorize Auxiliary operational facilities to use secondary Coast Guard working frequencies on a sole use or shared basis.

NOTE 2: The following limitations apply to Auxiliary aircraft use of VHF-FM Marine Band frequencies:

- a. Auxiliarists must not use air-to-air VHF-FM except when needed for a common band on multiple unit SAR operations.
- b. Aircraft must use 1 watt power output (low). Higher power may be used ONLY when needed to ensure communications.
- c. Aircraft must not transmit on VHF-FM frequencies when operating above 3000 feet above ground level. The only exceptions are in emergencies or when no other means of communications with a Coast Guard or Auxiliary ground station is available.
- d. Aircraft must monitor Channel 16, or the Coast Guard working channel specified by the controlling base station, if practical.

NOTE 3: Auxiliarists must not use Channel 83A (157.175 MHz) in areas where interference is possible with Canadian users of this frequency.

NOTE 4: 27.980 MHz is for hand held portable use only, in inland areas beyond the range of established Coast Guard VHF nets. The district commander must recommend to Commandant (G-SCT) specific geographic areas for 27.980 MHz use.

NOTE 5: Distress, Safety, Calling.

- a. Channel 16 (156.800 MHz) is a required frequency for the Auxiliary. However, Auxiliarists must remember that the maritime community and the general boating public may also use this frequency.
- b. 2183.4 (2182) KHz is not a required frequency, but the ability to monitor or work this distress frequency is an operational asset.
- c. Auxiliarists must avoid operating on Channel 16 (156.800 MHz) or 2183.4 (2182) KHz unless absolutely necessary to establish or maintain SAR communications. Channel 22A (157.100 MHz) is the government to non-government liaison frequency.

NOTE 6: Auxiliarists with fixed land radio direction finding stations must have the capability of receiving on Channel 6 (156.300 MHz). Also, the Coast Guard requires fixed land and mobile radio stations to have the capability of communicating on Channel 6.

NOTE 7: For SAR or safety purposes only, Auxiliarists may use Channel 6 (156.300 MHz).

NOTE 8: The director must coordinate with the telecommunications branch chief on the use of aeronautical frequency 123.1 MHz for SAR operations, and 122.9 MHz for SAR training with Auxiliary aircraft facilities.

NOTE 9: These are the most common HF aircraft frequencies used by the

Coast Guard. Auxiliary aircraft with HF transceivers must coordinate their frequency selection with the Coast Guard or Auxiliary ground stations and aircraft with which they will be working.

NOTE 10: Aircraft only use.

J. Inspections.

1. The director must arrange to conduct an initial inspection of each fixed land, land mobile, and RDF facility and, thereafter, every three years (that is, an inspection for 1996 will be good through 1998). Only an AUXOP Auxiliarist or a flotilla, division, district, or National communications staff officer who has successfully completed the Auxiliary Communications Specialty Course may conduct an inspection. The inspector must report the results on the offer for use form, CG-2736A, to the director. The Auxiliary must complete all inspections following the initial inspection before the district deadline set by the director. RDF facilities must meet the technical requirements for paragraph B.1.e.
2. Radio equipment permanently installed on operational boats and aircraft is boat/aircraft equipment. The boat or aircraft inspector must report the initial and each annual inspection on inspection form CG-2736 or CG-2736B, as appropriate.
3. The owner of inspected radio equipment is solely responsible for the proper and timely maintenance of the equipment.
4. Auxiliarists may not inspect their own radio facility or those owned by members of their immediate family.
5. Land mobile owners may carry a copy of their approved Radio Facility Inspection Report, Form CG-2736A, in the vehicle. The inspection form lists the basic radio unit as well as any supporting equipment. Carrying the approved form, along with the facility decal and the Auxiliarist's ID card, will probably satisfy any enforcement agency query as to why the equipment is in a vehicle (or being carried) and the purpose.

- K. Navy-Marine Corps Military Affiliate Radio System (NAVMARS).**
The U.S. Navy set up the Navy-Marine Corps Military Affiliate Radio System (NAVMARS) to provide emergency communications as an adjunct to normal Naval communications. The Coast Guard Auxiliary can use NAVMARS for administrative and other quasi-official traffic, exercise traffic, drill messages, and emergency communications.

1. Auxiliarists holding a Technician, or higher class amateur radio license, wishing to join the NAVMARS program, or who need its services, may contact their NAVMARS Area Coordinator either directly, if known, or through their DSO-CM.
 2. Auxiliarists should keep the DSO-CM advised of their NAVMARS activity.
- L. **Reporting Radio Violations.** Auxiliarists hearing a violation of FCC rules should submit a Report of Violation of Radio Regulations or Communications Instructions, CG-2861A (see CHAPTER 2, paragraph E).
1. Auxiliarists must tape record, if possible, all violations, especially hoax distress calls. When recording violations, turn the radio receiver squelch off. This will permit an analysis of transmitter signature characteristics.
 2. Auxiliarists must submit the violation reports, along with the recording, to the district commander (dtm).
 3. The violation reports must include the name and location of the alleged offender (if known), date and time of offense, description and circumstance of violation. The report must include, if available, a transcript or audio tape of the transmissions in the violation.
 4. If a violation case goes to court, Auxiliarists may be required to testify. Therefore, always maintain a complete log with notes of all relevant activities.
 5. Facility owners with 121.5 MHz, 243 MHz, or 406.025 MHz RDF capability must be especially alert for EPIRB false alarms. Up to 95% of EPIRB transmissions are due to negligence, carelessness, improper handling or stowage.
- M. **Auxiliary Communications Watchstanders.** Auxiliary communicators are an integral part of the Coast Guard's radio network. To the mariner, an Auxiliary communicator is the Coast Guard - not a volunteer, a part-timer, or a novice. The Auxiliary communicator must strive to maintain the public trust in the integrity of the Coast Guard radio network.
1. **Qualifications.**
 - a. **At Coast Guard Units.** Auxiliary communications watchstanders at Coast Guard units must meet the unit's training and qualification requirements. This means completing Group and Station Communications Watchstander Qualification Guide, COMDTINST M16120.7 (series) and any local requirements.

- b. **At Auxiliary Facilities.** Auxiliary communications watchstanders at Auxiliary facilities must have completed the Communication Speciality (AUXCOM) course and any other requirements established by the director.
 - c. **Local Knowledge.** Auxiliary watchstanders, in addition to local qualifications and training, must be thoroughly familiar with the local operating area. This includes the local names of places that may not be the same as those charted.
2. **On the Air.** Auxiliary communicators deal with people exhibiting a wide variety of emotions. These include confusion, hysteria, impaired thinking (due to alcohol, drugs, fatigue, or hypothermia), aggression, panic, and simple ignorance. By talking in a calm, professional tone of voice, an Auxiliary communicator can soothe a distressed boater enough to complete the necessary communications and effectively provide help. Some important skills for the communicator are:
- a. Speech - keep it even, not too fast, and not too loud.
 - b. Speak clearly.
 - c. Concentrate - be clear on what you intend to say - THINK.
 - d. Relate to the level of the caller - adult, child, novice, fisherman, professional mariner, etc.
 - e. Give your full attention - LISTEN, TAKE NOTES.
 - f. Use Coast Guard radio procedures, but NOT slang or acronyms. The average boater may not understand words like POB, PIW, and PFD.
 - g. Do not be defensive. Keep calm.
 - h. Be confident -- remember, you represent the Coast Guard.
 - i. Accept the distance between you and the crisis. You cannot reach through the microphone to help.
 - j. Know your area of responsibility (AOR).
 - k. Be objective -- overcome personal reactions to situations.
 - l. Accept that there is only so much you can do.

N. **Responding To Mariner Request For Information.** Mariners may, from time to time, request Auxiliary communicators to provide various types of information. Auxiliary communicators may respond to information requests as per the below policies. Local Coast Guard policies will guide Auxiliary communications watchstanders at Coast Guard units.

1. **Navigational Information.** Auxiliarists may pass any information contained in any recognized published document. This includes current National Oceanographic Service (NOS) and Army Corps of Engineers (ACOE) charts, Local Notice to Mariners, Light Lists, Coast Pilots, etc. Auxiliarists may also provide bearings (either true or magnetic) between charted objects. However, Auxiliarists may not give or recommend compass courses because of the unique aspects of deviation, wind, and current. In all cases, the Auxiliarist must be sure the mariner understands whether true or magnetic bearings are being provided. If a mariner asks for a specific compass course, the Auxiliarist must advise them that these cannot be determined or calculated over the radio. When using bearings on buoys, the Auxiliarist must advise the mariner that the charted position is being used and the buoys could be off station.

2. **Lost or Disoriented.** Finding the lost or disoriented boater without on scene reference points is difficult, if not impossible.

a. Even with radio direction finding (RDF) units, an appreciable error may exist. Ask the boater about any visual landmarks, aids to navigation, or area characteristics that could help determine their location.

b. If a general location can be determined, an appropriate response might be: "Based on the information you have provided, your boat appears to be in the vicinity of _____. Recommend you study the chart for that area or consult with a passing boat before proceeding further."

c. If poor visibility or darkness is the cause, suggest the boater anchor until the situation changes. Before making this suggestion, however, always evaluate all on scene factors to make sure the suggestion will not change their situation to a distress.

3. **Weather.** Auxiliarists may pass weather information, but remember that the Coast Guard does not forecast weather. Advise boaters requesting weather information to listen to the continuous NWS broadcasts and what channels to use

in the local area. If a boater does not have NWS capability, Auxiliarists may read the entire text of the latest NWS local weather forecast or warnings (Small craft, gales, etc.). The Auxiliarist must read the weather forecast exactly as written, including that it is NWS information for a particular area, the geographic area for the weather information, and period for which the forecast is valid. Auxiliarists may also pass observed weather conditions, as long as they are reported as "observed" and the time and location of observation noted. Always make a log entry of the transmission and the weather information passed.

4. **Third Party Radio Traffic.** The Coast Guard does not normally handle third party traffic. Auxiliary radio facility operators must advise boaters requesting this type of service of the local marine operator channels. This does not, however, prevent an Auxiliary facility from passing requests for non-distress help per Coast Guard policy. This allows the Auxiliarists to pass information to a local salvor, a marina, or a friend who could help.
5. **Accuracy.** Auxiliary communicators must always remember that they represent the Coast Guard. They must do everything possible to be sure no transmission places the organization in jeopardy or impair the public trust. Do not assume, guess, or try to have all the answers. Stick to the facts and be sure that the person receiving the information understands the source, limiting factors, and cautions of all information. Make sure when passing information that it is prudent and based on fact. Auxiliarists must never pass information which is opinion or conjecture. Always make a log entry of each transmission and the information passed.
6. **Timeliness.** Auxiliarists must immediately respond to requests where the boater's navigation safety is in jeopardy. Auxiliarists may pass other types of information, usually for the convenience of the mariner, if it does not interfere with operations.
0. **Communication With Civilian Emergency Services.** Many SAR and disaster situations involve both Coast Guard resources and civilian (non-federal government) emergency services. In these situations it may be necessary for all emergency resources to communicate with each other to coordinate the use and safety of emergency personnel. The preferred communication method is for the civilian station to shift to a government frequency for the duration of the case. On VHF-FM this would be Channel 21A, 23A, or 83A. Remember, using Channel 22A would probably cause interference problems if any other SAR situations develop in the local area. Use Channel 81A only if the event is an environmental problem. The use

of a government channel by a non-government station is allowed by the FCC rules. Using a government channel also precludes Auxiliary facility involvement in possible law enforcement actions or operation with a civilian service which has a totally different set of operating procedures. In addition, if the non-Coast Guard station is another federal government station, such as a CAP or DOD unit, the same guidance applies. Most units in maritime SAR have radio equipment capable of working on VHF-FM marine channels.

- P. **Frequency Request.** The following is a sample letter format for requesting new frequency assignments (as specified in paragraph B.1.g).



DEPARTMENT OF TRANSPORTATION
UNITED STATES COAST GUARD AUXILIARY

(AUTHORIZED BY CONGRESS 1939)

THE CIVILIAN COMPONENT OF THE U.S. COAST GUARD

16798
[date]

From: [Name]
To: DVC-OT
Via: DSO-CM

, [Member Number]

Subj: REQUEST FOR FREQUENCY ASSIGNMENTS FOR AUXILIARY RADIO STATION

Ref: (a) Chapter 9, Paragraph B.1.g, Auxiliary Operations Policy Manual, COMDTINST M16798.3 (series)

1. As per reference (a), I request authority for an Auxiliary Radio Station, [state reason for request] .

2. DATES REQUIRED: [Specify]

3. TRANSMITTER LOCATION: [Specify]

4. TRANSMITTER COORDINATES:
[latitude & longitude in degrees, minutes, & seconds]

5. CALL SIGN: [If required]

6. FREQUENCIES: [Specify]

[NOTE: If more than one frequency is required, provide frequency separation criteria between F1, F2, etc. If frequency separation criteria is not required, state: "Frequency separation not applicable."]

7. EMISSIONS: [for example, 16KF3E, 6KA3E, etc.]

8. POWER: [Maximum power for each emission]

9. TYPE: [point to point, ship/shore, air/ground, radio navigation, test & maintenance, etc.]

10. ANTENNA DATA: [Required for all land station emissions above 30 MHz]

- a. Antenna name: [Generic preferred]
- b. Orientation:
- c. Gain: [Nominal]
- d. Site (terrain) elevation above mean sea level:
- e. Antenna height above terrain:
- f. Antenna polarization:

[Required only for assignments above 420 MHz. For fixed (point to point) assignments, receiver location, coordinates, and antenna data for receiving site are also required.]

11. EQUIPMENT NOMENCLATURE: [for example, Manufacturer's model number or series]

12. MILEAGE RADIUS AND NUMBER OF MOBILES: [Specify]

[owner's name and signature]

DEDICATED TO PROMOTING RECREATIONAL BOATING SAFETY